

ANNUAL SYNAR REPORT

42 U.S.C. 300x-26

OMB № 0930-0222

FFY 2021

State: TN

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INTRODUCTION

The Annual Synar Report (ASR) format provides the means for states to comply with the reporting provisions of the Public Health Service Act (42 U.S.C. 300x-26) and the Tobacco Regulation for the Substance Abuse Prevention and Treatment Block Grant (SABG) (45 C.F.R. 96.130 (e)).

How the Synar report helps the Center for Substance Abuse Prevention

In accordance with the tobacco regulations, states are required to provide detailed information on progress made in enforcing youth tobacco access laws (FFY 2019 Compliance Progress) and future plans to ensure compliance with the Synar requirements to reduce youth tobacco access rates (FFY 2020 Intended Use Plan). These data are required by 42 U.S.C. 300x-26 and will be used by the Secretary to evaluate state compliance with the statute. The information to be reported is public (45 CFR 96.130 (f)) and is not confidential. Part of the mission of the Center for Substance Abuse Prevention (CSAP) is to assist states¹ by supporting Synar activities and providing technical assistance helpful in determining the type of enforcement measures and control strategies that are most effective. This information is helpful to CSAP in improving technical assistance resources and expertise on enforcement efforts and tobacco control program support activities, including state Synar program support services, through an enhanced technical assistance program involving conferences and workshops, development of training materials and guidance documents, and onsite technical assistance consultation.

How the Synar report can help states

The information gathered for the Synar report can help states describe and analyze substate needs for program enhancements. These data can also be used to report to the state legislature and other state and local organizations on progress made to date in enforcing youth tobacco access laws when aggregated statistical data from state Synar reports can demonstrate to the Secretary the national progress in reducing youth tobacco access problems. This information will also provide Congress with a better understanding of state progress in implementing Synar, including state difficulties and successes in enforcing retailer compliance with youth tobacco access laws.

¹The term “state” is used to refer to all the states and territories required to comply with Synar as part of the Substance Abuse Prevention and Treatment Block Grant Program requirements (42 U.S.C. 300x-64 and 45 C.F.R. 96.121).

Getting assistance in completing the Synar report

If you have questions about programmatic issues, you may call CSAP's Division of State Programs at (240) 276-2550 and ask for your respective State Project Officer, or contact your State Project Officer directly by telephone or email. If you have questions about fiscal or grants management issues, you may call the Grants Management Officer, Office of Financial Resources, Division of Grants Management, at (240) 276-1422.

Where and when to submit the Synar report

The ASR must be received by SAMHSA no later than December 31, 2019 and must be submitted in the format specified by these instructions. Use of the approved format will avoid delays in the review and approval process. The chief executive officer (or an authorized designee) of the applicant organization must sign page one of the ASR certifying that the state has complied with all reporting requirements.

The state must upload one copy of the ASR using the online WebBGAS (Block Grant Application System). In addition, the following items must be uploaded to WebBGAS:

- FFY 2020 Synar Survey Results: States that use the Synar Survey Estimation System (SSES) must upload one copy of *SSES Tables 1–8* (in Excel) to WebBGAS. **Please note that, beginning with the FFY 2019 ASR, SSES will generate Tables 6, 7, and 8, which are based on the optional microdata on product type, retail outlet type, and whether identification was requested. If your state does not submit these optional data, Tables 6, 7, and 8 will be blank. Tables 6, 7, and 8 are generated for the convenience of the state, and states are not required to submit completed versions of Tables 6, 7, or 8.** States that do not use SSES must upload one copy of ASR Forms 1, 4, and 5, and Forms 2 and 3, if applicable, (in Excel), as well as a database with the raw inspection data to WebBGAS.
- Synar Inspection Form: States must upload one blank copy of the inspection form used to record the result of each Synar inspection.
- Synar Inspection Protocol: States must upload a copy of the protocol used to train inspection teams on conducting and reporting the results of the Synar inspections. This document should be different than the Appendix C attached to the Annual Synar Report.
- A scanned copy of the signed Funding Agreements/Certifications

Each state SSA Director has been emailed a login ID and password to log onto the Synar section of the WebBGAS site.

FFY 2020: FUNDING AGREEMENTS/CERTIFICATIONS

The following form must be signed by the Chief Executive Officer or an authorized designee and submitted with this application. Documentation authorizing a designee must be attached to the application.

PUBLIC HEALTH SERVICES ACT AND SYNAR AMENDMENT	
42 U.S.C. 300x-26 requires each state to submit an annual report of its progress in meeting the requirements of the Synar Amendment and its implementing regulation (45 C.F.R. 96.130) to the Secretary of the Department of Health and Human Services. By signing below, the chief executive officer (or an authorized designee) of the applicant organization certifies that the state has complied with these reporting requirements and the certifications as set forth below.	
SYNAR SURVEY SAMPLING METHODOLOGY	
The state certifies that the Synar survey sampling methodology on file with the Center for Substance Abuse Prevention and submitted with the Annual Synar Report for FFY 2020 is up-to-date and approved by the Center for Substance Abuse Prevention.	
SYNAR SURVEY INSPECTION PROTOCOL	
The state certifies that the Synar Survey Inspection Protocol on file with the Center for Substance Abuse Prevention and submitted with the Annual Synar Report for FFY 2020 is up-to-date and approved by the Center for Substance Abuse Prevention.	
State:	
Name of Chief Executive Officer or Designee:	
Signature of CEO or Designee:	
Title: _____	Date Signed: _____
If signed by a designee, a copy of the designation must be attached.	

SECTION I: FFY 2019 (Compliance Progress)**YOUTH ACCESS LAWS, ACTIVITIES, AND ENFORCEMENT**

42 U.S.C. 300x-26 requires the states to report information regarding the sale/distribution of tobacco products to individuals under age 18.

- 1. Please indicate any changes or additions to the state tobacco statute(s) relating to youth access since the last reporting year. If any changes were made to the state law(s) since the last reporting year, please upload a copy of the state law to WebBGAS. (see 42 U.S.C. 300x-26.)**

- a. Has there been a change in the minimum sale age for tobacco products?**

☐ Yes ☒ No

If Yes, current minimum age: ☐ 19 ☐ 20 ☐ 21 ☐ Other (Please specify.) _____

- b. Have there been any changes in state law that impact the state's protocol for conducting Synar inspections?**

☐ Yes ☒ No

If Yes, indicate change. (Check all that apply.)

- ☐ Changed to require that law enforcement conduct inspections of tobacco outlets
☐ Changed to make it illegal for youth to possess, purchase or receive tobacco
☐ Changed to require ID to purchase tobacco
☐ Changed definition of tobacco products
☐ Other change(s) (Please describe.) _____

- c. Have there been any changes in state law that impact the following?**

Licensing of tobacco vendors	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Penalties for sales to minors	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Vending machines	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Added product categories to youth access law	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

- 2. Describe how the Annual Synar Report (see 45 C.F.R. 96.130(e)) was made public within the state prior to submission of the ASR. (Check all that apply.)**

☐ Placed on file for public review

☒ Posted on a state agency Web site (Please provide exact Web address and the date when the FFY 2020 ASR was posted to this Web address.)

Web address: _____

Date published: _____

☐ Notice published in a newspaper or newsletter

☐ Public hearing

- ☐ Announced in a news release, a press conference, or discussed in a media interview
- ☐ Distributed for review as part of the SABG application process
- ☐ Distributed through the public library system
- ☐ Published in an annual register
- ☐ Other *(Please describe.)* _____

3. Identify the following agency or agencies *(see 42 U.S.C. 300x-26 and 45 C.F.R. 96.130).*

a. The state agency(ies) designated by the Governor for oversight of the Synar requirements:

The Tennessee Department of Mental Health and Substance Abuse Services (TDMHSAS) is responsible for SAPT Block Grant requirements which include Synar. The Department of Agriculture is mandated to enforce youth access laws. TDMHSAS has a contractual agreement for the Department of Agriculture to conduct Synar Surveys.

Has this changed since last year's Annual Synar Report?

☐ Yes ☒ No

b. The state agency(ies) responsible for conducting random, unannounced Synar inspections:

Tennessee Department of Agriculture

Has this changed since last year's Annual Synar Report?

☐ Yes ☒ No

c. The state agency(ies) responsible for enforcing youth tobacco access law(s):

Tennessee Department of Agriculture

Has this changed since last year's Annual Synar Report?

☐ Yes ☒ No

4. Identify the following agencies and describe their relationship with the agency responsible for the oversight of the Synar requirements.

a. Identify the state agency responsible for tobacco prevention activities (the agency that receives the Centers for Disease Control and Prevention's National Tobacco Control Program funding).

Tennessee Department of Health

b. Has the responsible agency changed since last year's Annual Synar Report?

☐ Yes ☒ No

c. Describe the coordination and collaboration that occur between the agency responsible for tobacco prevention and the agency responsible for oversight of the Synar requirements. (Check all that apply.) The two agencies

- ☐ Are the same
- ☐ Have a formal written memorandum of agreement
- ☒ **Have an informal partnership**

The Tennessee Department of Mental Health and Substance Abuse Services (TDMHSAS) works with the Department of Health (TDH) on planning and training. TDH has included the reduction of the Synar rate as a goal for their tobacco prevention efforts and the tobacco coordinators around the state have worked to distribute merchant education toolkits. In addition, at the community level, TDMHSAS funded coalitions have assisted TDH's Health Councils to plan and implement tobacco prevention activities that are based on public model.

- ☐ Conduct joint planning activities
- ☐ Combine resources
- ☐ Have other collaborative arrangement(s) (Please describe.) _____
- ☐ No relationship

d. Does a state agency contract with the Food and Drug Administration's Center for Tobacco Products (FDA/CTP) to enforce the youth access and advertising restrictions in the Family Smoking Prevention and Tobacco Control Act?

- ☐ Yes
- ☒ **No (if no, go to Question 5)**

e. If yes, identify the state agency responsible for enforcing the youth access and advertising restrictions in the Family Smoking Prevention and Tobacco Control Act (the agency that is under contract to the Food and Drug Administration's Center for Tobacco Products (FDA/CTP)).

f. Has the responsible agency changed since last year's Annual Synar Report?

- ☐ Yes
- ☒ **No**

g. Describe the coordination and collaboration that occur between the agency contracted with the FDA to enforce federal youth tobacco access laws and the agency responsible for oversight of the Synar requirements. (Check all that apply.) The two agencies:

- ☐ Are the same
- ☐ Have a formal written memorandum of agreement
- ☐ Have an informal partnership
- ☐ Conduct joint planning activities
- ☐ Combine resources
- ☒ **Have other collaborative arrangement(s) (Please describe.)**

The Tennessee Department of Mental Health and Substance Abuse Services is responsible for SAPT Block Grant requirements which include Synar. The

Tennessee Department of Agriculture is mandated to enforce youth access laws. TDMHSAS has a contractual agreement with the Tennessee Department of Agriculture to contact Synar Surveys. The Tennessee Department of Agriculture contracts with FDA to enforce federal youth access laws to enforce federal youth access laws. During tobacco compliance inspections involving youth, the laws are enforced on a state and federal level. _____

☐ No relationship

h. Does the state use data from the FDA enforcement inspections for Synar survey reporting?

☐ Yes ☒ No

5. Please answer the following questions regarding the state's activities to enforce the state's youth access to tobacco law(s) in FFY 2019 (see 42 U.S.C. 300x-26 and 45 C.F.R. 96.130(e)).

a. Which one of the following describes the enforcement of state youth access to tobacco laws carried out in your state? (Check one category only.)

- ☐ Enforcement is conducted exclusively by local law enforcement agencies.
- ☐ Enforcement is conducted exclusively by state agency(ies).
- ☒ Enforcement is conducted by both local *and* state agencies.

- b. The following items concern penalties imposed for all violations of state youth access to tobacco laws by **LOCAL AND/OR STATE LAW ENFORCEMENT AGENCIES** (this does not include enforcement of local laws or federal youth tobacco access laws). Please fill in the number requested. If state law does not allow for an item, please mark “NA” (not applicable). If a response for an item is unknown, please mark “UNK.” The chart must be filled in completely.

PENALTY	OWNERS	CLERKS	TOTAL
Number of <u>citations issued</u>	264		264
Number of <u>fines assessed</u>	89		89
Number of <u>permits/licenses suspended</u>			
Number of <u>permits/licenses revoked</u>			
Other (Please describe.)			

- c. Are citations or warnings issued to retailers or clerks who sell tobacco to minors for inspections that are part of the Synar survey?

☐ Yes ☒ No

If “Yes” to 5c, please describe the state’s procedure for minimizing risk of bias to the survey results from retailers alerting each other to the presence of the survey teams:

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- d. Which one of the following best describes the level of enforcement of state youth access to tobacco laws carried out in your state? (Check one category only.)

- ☐ Enforcement is conducted only at those outlets randomly selected for the Synar survey.
- ☐ Enforcement is conducted only at a subset of outlets not randomly selected for the Synar survey.
- ☒ Enforcement is conducted at a combination of outlets randomly selected for the Synar survey and outlets not randomly selected for the Synar survey.

- e. Did every tobacco outlet in the state receive at least one compliance check that included enforcement of the state youth tobacco access law(s) in the last year?

☐ Yes ☒ No

f. What additional activities are conducted in your state to support enforcement and compliance with state youth tobacco access law(s)? *(Check all that apply and briefly describe each activity in the text boxes below each activity.)*

☒ Merchant education and/or training

TDMHSAS has updated the “Tennessee Retailer Education Guide in 2018.” The updated guide is available on the TDMHSAS website and will be to merchants through the Tennessee Department of Agriculture, and the coordinators at the Tennessee Department of Health.

☒ Incentives for merchants who are in compliance (e.g., nonenforcement compliance checks in which compliant retailers are given positive reinforcement and noncompliant retailers are warned about youth access laws)

☒ Community education regarding youth access laws

Community education regarding youth access laws and community mobilization to increase support for retailer compliance with youth access laws: TDMHSAS contracts with 41 community prevention coalitions. Each coalition is required to develop a comprehensive community prevention plan related to youth tobacco prevention. Coalitions have developed strategies that best meet the unique needs in their community based on a thorough assessment. Most coalitions include community education as a strategy in their comprehensive community plans and include community mobilization to increase support for retailer compliance with youth access laws.

Anderson County

- The Oak Ridge School System adopted a new tobacco policy to be effective January 1, 2020. The new policy includes a 5 day out of school suspension for 1st offences and a class which ASAP staff is working with the Anderson County Health Department and Coordinated School Health to develop.

- Staff, volunteers and Youth Ambassadors met with several legislators during February 2020 in both Washington, D.C., and Nashville. Topics discussed included wishes from the community to regain local control of tobacco-free public outdoor spaces, the need for Tobacco 21 to continue and also be adopted and enforced at the state level, continued restrictions on flavored vaping products and the need for Tobacco 21 expansion to include disposable vaping devices and liquids.

- ASAP advocated for local ordinances designating smoke and/or tobacco-free parks, playgrounds, ball fields and/or greenways.

- ASAP provides the Tennessee Tobacco Retailer Education Guide and age verification materials (including an ID checking guide, ID coder, We ID window cling, calendar) to all tobacco retail outlets once per year in February and throughout the year by request.

- The Youth Ambassadors implemented a nicotine prevention campaign by hanging posters developed by the FDA throughout the high schools and paired this with two weeks of daily morning announcements. The first week was at the beginning of the semester and the second was during Tennessee Quit Week. During these announcements facts about various forms of nicotine use were shared, 1-800-QUIT-NOW was promoted and students/staff were told that they were able to pick up nicotine

quit kits from their counselor or school nurse that ASAP had provided to all three schools.

- ASAP promotes the QUITLINE at all tabling events. ASAP also hosted a “Tobacco-Free Movie Night” in Bissell Park in October where a Kahoot! trivia was conducted prior to the movie to provide tobacco related data, quitting resources, etc.

Blount County

- Continued partnership with Blount county Health Department to implement “Tobacco Tales” (youth grades k-5 prevention program) throughout Blount County in afterschool programs. Every elementary school in Blount County has been provided this presentation and there are plans to provide the program with the local Boys and Girls Club.
- Tobacco Retailer guides were mailed to 208 retailers in Blount County in June.
- Window clings listing minimum age of purchase were designed, ordered, and mailed to 208 retailers in Blount County.

Carroll County

- Has partnered with Huntingdon Teen Health Council and Vice Principal in sharing information about quitting tobacco.
- Participated in the McKenzie Middle School’s Health fair where we provide dangers and risks of smoking and vaping and Quitline information
- Coordinated with the Coordinated School Health in picking out educational videos about the dangers and risks of smoking and a video talking to students about how to quit smoking.
- Provided the Coalition with 100 quit kits that the Coalition is adding informational packets to include in the quit kits to give to schools as well as community members.
- Coalition posted about Quitline number, dangers of smoking, how to talk to their kids about it, as well as TN Quit Week on Facebook.
- Provided the Quitline number in the newspaper ads, messaging on encouraging parents to talk to their children about drugs for pre-show theatre ads, billboards reminding adults that super parents supervise youth to prevent drug use, and shared Facebook posts about the dangers of smoking and cessation resources.

Carter County

- Developed proposals of plans for smoke free playgrounds, parks, community events and shifting school policies to tobacco education instead of punishment for schools, parks, and recreation boards.
- Trained youth on dangers of tobacco through community events and activities and worked with parents in community to provide skills and resources.
- Provided anti-tobacco campaigns and cigarette pick up stations in our community.
- Engaged youth virtually throughout the quarter and have adapted many of our programs to virtual options.

Cheatham County

- Enhanced enforcement of existing tobacco use policies on school grounds
- Coalition staff met with the Director of the County school system to discuss what she called a vaping epidemic in Cheatham County Schools and strategized methods and decided that we need to form a community task force to include judicial, law enforcement, health, schools, and County Commissioners
- Developed a campaign for county retailers reminding them to check ID's (Tip sheets were mailed to area retailers and posted on social media)

Claiborne County

- Passed out information on Tobacco and Vaping at the Recovery Rally (200) flyers
- Gave tobacco cessation presentations to the Bell County School System
- Provided (1124) Students with pamphlets and presentation on tobacco cessation
- Attended CAB (Community Action Board Meeting) discussed stats on tobacco and Vaping in schools.
- Partnering with the school system on an action plan for tobacco and vaping. Vaping continues to be the number 1 issue in the schools
- Partnered with the Tazewell P.D. on Compliance Checks for tobacco

Clay County

- Clay County law enforcement conducts alcohol and tobacco compliance checks simultaneously once a quarter.
- Laws and Penalties of providing tobacco products to minors was posted on the coalition's Facebook page, compliance check results were shared.
- The coalition provided TN Tobacco Quitline information, Law and penalties for providing alcohol and tobacco to minors, harmful chemicals found in cigarettes, and the short term and long-term effects of tobacco to residents of a low-income housing facility, at Head Start Open House,
- SADD club members worked on morning announcements for Great American Smoke Out and Great American Smoke Out Posters that included TN Tobacco Quitline and hung posters throughout the high school about secondhand smoke.
- Shared information about the Tennessee Department of Health Baby and Me Tobacco Free program, shared CDC information encouraging people to quit smoking and call 1-800-QUIT-NOW.
- Compliance check bags were delivered to all vendors in the county. Vendors received We Card kits that included Two Age of Purchase Stickers displays the last birth year a customer's ID must show in order to legally buy tobacco. If the customer was born after the current day of the year shown on the sticker, no tobacco sale should be made. Two Window/Door Decals alert customers to Please Have ID Ready, Two Employee Guides* and Tip sheets on spotting fake IDs and handling adult purchases for minors. They also received information on the NEW FEDERAL LAW - 21 YEAR MINIMUM-

AGE, tobacco cause and effects fact card, TN Tobacco Quitline information, and a Digital, programmable age verification calendar for retailers to help determine if a customer is old enough to legally purchase tobacco products.

- The Tennessee QUITLINE was promoted on billboards, banners hung in the school, during morning announcements, on pharmacy bags, and on radio PSAs. QUITLINE information was also provided when community members requested a medication lock box.

Coffee County

- Co-hosted monthly educational classes for youth receiving smoking/ tobacco/ nicotine infraction citations on school campus

Cumberland County

- Conducted high school wellness classes on tobacco and vaping
- Participated in community health fairs and school health meetings sharing tobacco cessation information
- Displayed tobacco cessation banners and yard signs
- Shared tobacco cessation information on social media

Davidson County

- 15 Stores received Retail tobacco guides. A total of 62 guides were distributed to those companies.
- Attended the Capital Day on the Hill sponsored by The Tennessee Alliance of Tennessee.
- Procured tobacco under 21 signage that we have been able to give to 6 outlets.
- Conducted environmental scans of 55 establishments in county.
- Replaced damaged signs at 6 tobacco outlets with new signs.
- Added information for adults and youth on how to quit smoking online and as an insert to the retailer guide.

Dekalb County

- Providing Smoke Free window clings to 40 local businesses
- Partnered with local Health Department, local school clubs and radio station to provide Escape the Vape information session with a youth made video
- Shared tobacco cessation information with Middle and High Schools for Red Ribbon Week and Great American Smoke Out Day
- Displayed CDC signage on the dangers of tobacco use at their local Community Complex area

- Started a youth focused SADD club, which now places a SADD club in all Middle and High Schools in their area
- Partnered with the local coordinated school health to help get smoke free/ vape free signage placed on school property by sporting fields
- Spoke on a local radio/tv station WJLE morning show about the dangers of Tobacco/Nicotine products and the history of Great American Smoke Out Day
- 40 Surveys collected during Parent Teacher Conference on if they learned anything from the hidden in plain sight display, provided during the Parent Teacher conference
- City Mayor has partnered with the coalition to display no smoking/vaping window clings on all public buildings and partner with local businesses. We will report out on this next quarter.
- Provide TN Quit-Line on social media and community events
- Developed an anti-vaping video escape the vape and have scheduled two school dances to show the youth in our community the dangers of vaping
- Provided the TN Quite line # on all printed material, handouts, radio interviews and at all tabling, school events and on social media.

Dickson County

- 132 students that signed commitment pledge card to be tobacco free at the Dickson County Fair and other community events
- Working with law enforcement on tobacco compliance checks
- Provided retail outlets with information on requirements for lawful tobacco sales

Dyer County

- Presented GRIT (Grind Recidivism into Transformation) program in the correctional facility
- Collaborated with the Dyer County Schools' Wellness Department to provide tobacco presentations
- Began planning a Tobacco/E-Cig Prevention group with community youth
- Provided Tobacco 21 training to 27 retailers along with proper ID carding techniques

Franklin County

- Participated in the Back to School bash and gave out 300+ binders with Tobacco Messaging inside.
- Held Hidden In plain Sight at 3 local schools.
- Had a seasonal camp become a smoke free/substance free zone.
- Provided tobacco/nicotine education training to retailers
- Increased signage at 107 retailers for doors/windows on legal age for purchasing tobacco products.

- Provided Quit Line Information throughout community via social media: Facebook.
- Provided No Smoking/No Vaping stickers to restaurants, hotels/motels, schools, public buildings.

Grundy County

- Provided QUITLINE information to parents during school dismissal
- Shared QUITLINE information on Facebook
- Information about the dangers of secondhand smoke was provided at several community events including Principals' meeting, Back to School Bash, teacher in-service, health council meetings, parent-teacher conferences, football jamboree, and Healthy Horizons
- Installed a print ad at a local football field addressing secondhand smoke and tobacco dangers
- Attended the Mountain Top Fall Festival (a community event where coats, shoes, socks, etc. are given out and other organizations come and give out useful information to parents and youth) and provided parents with information about tobacco prevention
- Provided secondhand smoke danger information to high school students at their career fair and to parents at an elementary school health fair
- Provided Botvin Life Skills Training lessons about "Smoking: Myths and Realities" and "Smoking and Biofeedback"
- Replaced old "No Tobacco/Smoking" signs at the local health department

Hamblen County

- Conducted Mystery Shoppers tobacco compliance observations
- Provided over 650 Quit-line resources through info-bulletins and resource lists
- Three different pieces of social media has been developed and posted on social media platforms on tobacco prevention
- Ran radio PSAs on not providing tobacco to underage persons

Hamilton County

- The Coalition continued to partner with the Tobacco Free Chattanooga Committee to advocate for policies and practices to increase enforcement and compliance to tobacco laws and regulations at public events. The TN Strong youth attended two conferences during the summer and received training on tobacco advocacy.
- The Coalition continued to publicize through the e-newsletter, Facebook, twitter and the coalition website on the dangers/consequences of teen tobacco use, partnered with Law Enforcement and provided Resource Door Hangers for them to distribute during community meetings (CPIC) and community events with the TN Quit line information

- Educated the public using the TN Quit line information through social media ads and due to current guidelines from CDC created face masks with the TN Quite Line information on it for people to have and wear
- Conducted tobacco scans and provided Tobacco Retailer Education Guide as well as FDA Retailer Education information to establishments, provides training on how to properly check ID
- Partnered with the SRO's and Recreation Center Directors to provide information for both parents and youth on the dangers/consequences of smoking
- Youth Coalition participated in an environmental research opportunity to observe gas stations and convenience stores and their advertisement related to alcohol and tobacco product placement
- Participated in National Kick Butts Day by posting on social media to bring awareness to the public about this national day and provide resources for help such as the TN QUITLINE

Henry County

- Conducted educational compliance checks with tobacco retailers and provided point of sale We Card age verification materials (including born on this date calendars, ID coder, and signs for the doors), tobacco retailer education guide, and technical assistance for proper ID checking
- Provided a hot spot list of retailers who don't check IDS to law enforcement for increased enforcement

Jefferson County

- Conducted powerful tobacco awareness campaign in community.
- Provided information about negative consequences of tobacco use during Red Ribbon Week and festivals that were held within community.
- Participated in Kick Butts day at Dandridge Elementary school.
- Media campaigns on Social Media, webpage about the dangers of tobacco.
- Provided information packets for Jefferson County High School and participated in health fairs to the community.
- Provided signs, posters, other visuals in community, that show the dangers of tobacco.
- Advertised Quitline information via website and social media.

Johnson County

- Radio spots to talk about tobacco-related issues and the science behind nicotine addiction
- Social media posts about the dangers of secondhand smoke, consequences of smoking and nicotine addiction, Tennessee QUITLINE, cessation resources

- Distributed tobacco prevention materials at sporting events
- Displayed additional “tobacco free campus” signs at schools
- Billboard for Quit Week in Tennessee

Knox County

- Distributed Tobacco Retailer Education Guide to retailers that sell both traditional tobacco and ENDS products
- Advocated for T21 legislation and began sending FDA letters about the new federal legislation to retailers
- Participated in The Great American Smoke Out at Pellissippi State Community College. Partnership with Smoke Free Knoxville; United Cancer Fund hosted table. Provided information to students, campus leaders, security officers, faculty, administration and counselors about T21 legislation
- Advocated for increased fines for tobacco sale non-compliance at the local level
- In collaboration with Smoke Free Knoxville group, provided online self-paced education module to nurses to promote anti-tobacco messaging and educate on the harmful effects of nicotine on youth brain development during the 19th Annual School Nurse Conference
- Shared information on social media about T21 legislation
- Youth Health Board implemented a post card campaign for Taking Down Tobacco National Day of Action
- Youth coalition completed a “sticker shop” campaign with retailers to make sure they had age verification signs and window clings
- Utilized the FDA compliance check data base and Tennessee Department of Agriculture tobacco enforcement summaries to identify retailers who were noncompliant and send letters to offer additional training and resources, used data to create a “hot spot” of retailers near middle and high schools to target their prevention activities
- Tennessee QUITLINE provided on coalition website and on all printed materials

Lauderdale County

- Gave out 20 Tobacco Retail Guides to 20 Retail Store in Lauderdale County that Sell Tobacco.
- Distributed tobacco Guides to 11 Retail Stores in Lauderdale County.
- Conducted “Tobacco Talk” With Youth Coalition’s on the effect of Tobacco.
- 3 Presentations to coalition Board Member on Lauderdale County School System Tobacco Free Policy at the coalition meeting.

- Collaborated with and support (PTA) Parents Teachers Association groups at local High Schools to promote tobacco free after school activities.
- Partnered with school officials to make Announcements at all sports events regarding enforcement of smoke free facilities and campuses.
- Provided Tobacco free information and pledge cards at youth events and school clubs.

Lawrence County

- Hosted a six week Catch My Breath class for 6 youth and parents with tobacco violation that ran alongside parenting classes.
- 6 social media posts reaching 1,992 people regarding dangers of tobacco use ion youth.
- Used Social Media (Facebook) to produce information about the quit line.
- Shared at 13 community/school events reaching 1,476 people on Tobacco.
- Provided 1800 Quit Now and other tobacco related resources for youth to Achievement Academy and the Family Resource Coordinator.

Madison County

- Attended Isaac Lane's afterschool program, teaching young students about tobacco prevention (Youth Advisory Council students helped lead those presentations in order to allow peers to become the teachers)
- Did a tobacco cessation youth radio ad campaign
- Conducted social media tobacco cessation campaign
- Providing tobacco community scans
- Train youth speakers to give presentations on smoking and/or secondhand smoke (Annually)
- Shared Quit-Line information to the community
- Shared information to community about available programs regarding tobacco cessation

Maury County- *Worked with school board to revise tobacco policies to include e-cigarettes.*

- Partnered and Maury Regional Medical Center for the Annual Employee Wellness Fair. Information was provided on Men & Smoking, Women & Smoking, 50 Things to Know About Tobacco, Smoking & Diabetes, and TN Tobacco Quitline Cards.
- Social Media post about The Great American Smoke-Out, promotion of quit week.
- Presented to retailers on how they can help prevent youth access and underage consumption via projects such as remind and reward campaigns.

Milan, Tennessee

- Partnering with Housing Authority to help apply HIPPA's smoke free policy to all apartments and properties
- The Youth Coalition (YAC group) are cultivating ideas to educate their peers and teachers on the harmful effects of tobacco use (JUULS) in their high school by attending conferences and trainings that educate and prepare them for advocacy
- Provide Information on Social Media about dangers of Tobacco use and secondhand smoke.
- Train Coalition staff and membership to give presentations on smoking and or secondhand smoke
- Train Youth Speakers to give presentations on the dangers of tobacco use(T-4, TN Strong conference)
- Conducted tobacco cessation radio ads
- Support National Awareness Campaigns such as Kick Butts Day, Great American Smoke Out, and others by providing facts and resources
- Partnered with high schools providing announcements at the Milan Home Football games by the Announcer that the Football field, Home and Visitor Stands were Smokefree as well as the grounds surrounding the field
- Shared Quitline information at National Night Out, Milan Senior Citizen Fair, Hidden In Plain Sight Room exhibit, Drug Take Back, and at Milan High School

Monroe County

- Toilet Talks campaign at schools and park and rec centers regarding education of tobacco.
- Distributed information on minor in possession laws and dangers of tobacco use to the public on social media, community events.
- Provided ID Coders and other needed materials (tobacco retailer guides) to retailers selling tobacco/nicotine products.
- Partnered with local coffee shops for Take Down Tobacco National Day of Action. 2 stores participated and we provided them with coffee sleeves (from This is Our Watch-FDA) that say, "Take your coffee plain- without a cigarette" and the other said "Have a sip, not a cig".
- Conducted Tobacco: Think Twice education sessions for community.
- Increased signage in 4 stores related to Age of Sale and mandatory ID checks.

Obion County

- Increased the practice of enforcing existing no smoking/tobacco policies at 2 sites.
- Handed out educational materials at Mother/Daughter Brunch, Dentistry from the Heart, the county fair, high school soccer game, Baby Expo, and the Corn fest chalk art contest about the risks & dangers of tobacco use & 2nd hand smoke.

- Provided information on social media about dangers of tobacco use and secondhand smoke.
- Trained youth on how to speak to the public re: 2nd hand smoke, dangers of smoking, the quit line number, and TN strong before the county fair.
- Supported national awareness campaigns such as Kick Butts Day, Great American Smoke out, and others by providing facts and resources about tobacco.
- Partnered with schools during Quit Week, Kick Butts Day, and National Drug and Alcohol Facts Week.
- Partnered with school officials to make announcements at sporting events regarding smoke free facilities and campuses.
- Partnered with school officials & SROs to provide Quit kits for students who receive a tobacco citation
- Quit line number was provided on brochures at the Family Fun Day, Union City High School presentation, Ridgemont math night, South Fulton guidance class, hillcrest basketball game.
- Tobacco free pledge walls signed by students pledging to be tobacco free.
- Placed posters in schools, bathrooms, and locker rooms regarding dangers of tobacco use and other resources not to use tobacco.

Overton County

- Prom Promise event that discouraged the use of tobacco.
- Shared numerous things on social media about the dangers of tobacco use and the legality of underage tobacco use.
- Social media campaign for World no Tobacco Day.
- Education Events and other tobacco related information sharing events at local community events.
- Provided retail establishments and providers reminder tools to prevent improper sales. (Sticker Campaign).
- Signed pledges available to youth and community members at community and school events to pledge not use tobacco or provide tobacco to others.
- Distributed educational information (i.e. stickers, flyers), to retailers, on social access risks, how to prevent access and the required id laws.

Putnam County

- Worked with schools to increase enforcement of schools' no tobacco/smoking policies after hours
- Community scan results were shared with stakeholders
- Information on secondhand smoke and ENDS devices shared at public events (Back to School Bash, Fall Fun Fest, Parent-Teacher night, Senior Expo, Head Start Parent Engagement,) and on social media

- Tobacco prevention materials provided to Quit for Life attendees
- Taking Down Tobacco trainings facilitated at middle schools
- Radio ad campaign for Quit Week and Taking Down Tobacco Day
- Smoke-free letters mailed to tobacco retailers
- Tobacco prevention and cessation resources included in parent education packets
- Young Lungs at Play signs posted at all parks in Cookeville
- “No smoking” stickers distributed to local hotels and motels

Roane County

- Youth trained to conduct environmental scans of tobacco retailers to look for age verification signs, product placement, advertisement placement
- Tobacco prevention information, smoking cessation resources, complications of COVID-19 for smokers, and the Tennessee QUITLINE shared on social media
- Developed a list of hot spots and partnering with the local health department to draft sample policies for retailers
- Tennessee Tobacco Retailer Education Guide and We ID stickers provided to all retailers
- Installed “No Tobacco Zone” signs at all parks and ball fields in the county

Rutherford County

- Disseminated brochures regarding “Animals Don’t Smoke” – a tobacco prevention brochure targeted at younger kids.
- Newsletter sent via email to 336 individuals via email included the Quitline.
- Provided information at coalition meetings or other forums to address underage tobacco use.
- Provided information via the website and social media about use of tobacco.
- Worked with youth to build leadership skills related to peer to peer education of the danger of tobacco.
- Disseminated tobacco retailer guides to retailers throughout Rutherford County.
- Signage for school facilities or billboards about the dangers of tobacco.

Scott County

- Shared tobacco facts, data, and information on social media
- Youth coalition worked on an anti-smoking/anti-vaping campaign
- Provided We ID age verification materials and proper ID checking training to tobacco retailers
- Conducted environmental scans of tobacco retailers to check for proper signage

Sevier County

- Advocated through social media and community events about enforcing tobacco purchase/ use policies.
- Provided information to the community regarding TN laws surrounding smoking in public.
- Conducted surveillance /scans of public properties.
- Quit Line number was provided to community at events events/trainings.
- Provided educational materials to community members through presentations, speaking events.
- Provided information through Coalition Facebook page about Tobacco Quit Line.

Shelby County

- Distributed Tobacco 21 signs to retailers and parks
- Distributed ENDS risk factor materials at community gatherings
- Distributed tobacco cessation information to 1750 individuals at health fairs
- Provide Quitline information through social media, website, and Memphis Addiction Help.org

Smith County

- Educated the public about preemption and advocated for passing of legislation to allow for local control of smoking and tobacco use in public places with mayor and local commissioners
- Provided tobacco presentation to teachers at in-service about the new T21 law
- Met with school system to amend school policy to refer students who violate the school policy to cessation classes instead of juvenile court
- Social media campaign to inform the public about tobacco use consequences, facts, tips, cessation resources, and legislation regarding underage tobacco use
- Tobacco information provided at public events including Red Ribbon Week, Head Start Open House, Career Fairs, Smith County Fair, Teacher Inservice, Youth Leadership Camp, Drug Fact Week, Faith Forum, County Food Drive
- Participated in Taking Down Tobacco Day, implemented a “Don’t Leave your Butts Behind” contest for the Great American Smoke Out
- Tennessee QUITLINE posted on social media, in coalition newsletter, on coalition website, and on resource monitors located throughout the county
- Students who attended the TN Strong Conference presented at local community meetings
- Formed a tobacco subcommittee with members of the Smith County Health Board
- Provided tobacco training to businesses as part of the Drug Free Workplace training

- Radio ad campaigns for Red Ribbon Week and Great American Smoke Out in collaboration with Putnam and DeKalb County coalitions
- Worked with SADD club students and cheerleaders to provide tobacco prevention messaging at school pep rally
- Tobacco signage with QUITLINE number and facts posted on the trail during a 5K fundraiser event
- Tobacco prevention messaging made during football game announcements

Sullivan County

- Received a Truth Initiative grant to work with local businesses to revise/adopt their tobacco-free policies
- Coalition Executive Board voted to establish tobacco-free policies on coalition property
- Provided information about tobacco legislation issues, secondhand smoke dangers, and nicotine addiction on social media, health fair, and back to school fair
- Provided presentations to teachers and students at middle schools about tobacco use and nicotine addiction
- Youth coalition members received tobacco advocacy training from the Truth Initiative
- Shared Tennessee QUITLINE information on social media and printed flyers
- Posted “no tobacco/smoking” signs at outdoor events/festivals
- Provided window clings to businesses that communicated minimum age of purchase

Sumner County

- Dispersed information on the dangers of e-cigs and cigarettes, secondhand smoke, and how to contact Quitline for help at various community events
- Attended registration nights at Westmoreland Middle School and Station Camp Middle School and gave information to parents and students about the dangers of e-cigarettes and tobacco use
- Quitline information and information regarding e-cigs and cigarettes was distributed through the use of digital media including Facebook, Instagram, and monitors at local police stations
- Several social media posts were made daily during Quit Week as well as sidewalk stickers with Quitline information being placed at Vol State and throughout Gallatin. Love Your Heart was a social media initiative focusing on heart health related to tobacco use. A billboard and banner for this event was up as well. During the 2 weeks surrounding Kick Butts Day, there was a display at City Hall with Quitline information.
- Distributed Tobacco Retailer Quick Reference Guides to retailers and trained on ID checking and tobacco sale policies
- Tobacco cessation and prevention resources provided to school resource officers
- Working Gallatin and Hendersonville Parks and Rec to display “no tobacco/smoking” signs

Stewart County

- Attended community events with KATS (Kids Against Tobacco Substances) team.
- Trained coalition members on how to scan establishments for tobacco related issues
- Provided the community with signage on the effects of tobacco use
- Partnered with local ministry to provide movies in the park and distributed information on the dangers of tobacco.

Tipton County

- Held two home run derby's that were used to educate the community on the effects of smoking and vaping
- Provided area teachers with training on where teens can hide various vapes in their every day school supplies
- Partnered with juvenile court and offered two vape classes to teenagers with tobacco related citations.
- Partnered with a local middle school to provide a Hidden in Plain Sight presentation to local parents

Unicoi County

- Provide information to community about available programs regarding tobacco cessation
- Initiated Tobacco Cessation Classes for Teens using tobacco products
- Conducted a Billboard Contest with youth on Social Media to display Billboards in the County on Tobacco Dangers
- Provide training to TATU High School students to present presentations to other students on the misuse and dangers of tobacco
- Provided Discount Tobacco outlets with Quitline flyers

Union County

- Encouraged schools to enforce their no tobacco/no smoking policies
- Shared dangers of smoking, secondhand smoke on social media
- Provided tobacco prevention information from the CDC, FDA, and Tennessee Department of Health to HOSA students to begin working on prevention presentations
- Tobacco data shared with coalition members and at community events
- Provided tobacco prevention education at elementary, middle, and high schools
- Health Department shared cessation resources, Tennessee QUITLINE information shared on social media, at community events, and health council meetings

- Newspaper articles about Tennessee QUITLINE
- Tobacco prevention posters/banners hung up at schools

Washington County

- Tobacco prevention information shared at various community health fairs
- Tobacco facts and other information from the CDC and FDA shared on social media
- Tobacco/smoke free signage displayed at outdoor events
- Radio advertisements about the Tennessee QUITLINE and the “Talk About It” campaign where parents are encouraged to talk to their children about tobacco, alcohol and drug use
- Pharmacy bags include Tennessee QUITLINE number
- Partner with local health department to provide Freedom from Smoking cessation clinics
- Compiled a list of tobacco retailers in the county to provide tobacco retailer education guides and information from the FDA about new T21 legislation

Weakley County

- Provided community scan/observation results to school and public officials.
- Conducted Media Campaign to raise awareness on the effects of tobacco.
- Trained youth speakers to give presentations on tobacco.
- Provided Quitline information through social media and the coalition website.
- Provided Quitline information to city and county governments, workplaces and community members.
- Provided signs at parks, playgrounds, daycare centers and restaurants.

Williamson County

- Shared no “NO VAPING” signs to parks and schools
- Post PSA message about the dangers of smoking and/or second-hand smoke in local movie theaters, Williamson Co. DMV and at Get Fit Franklin Community Events
- Partnered with middle schools and high schools during Red Ribbon Week trainings were taught by both WCADC staff, local Public Health educators and STARS leaders (students)
- Provided QuitLine information to city and county governments, workplaces and community members

☐ Media use to publicize compliance inspection results

☒ Community mobilization to increase support for retailer compliance with youth access laws

☒ Other activities (*Please list.*) Food & Dairy Inspections. Toll-free complaint line

The Tennessee Department of Agriculture, Consumer and Industry Services, Food & Dairy Section, is responsible for inspecting retail establishments that sell food to ensure compliance with state laws and regulations related to food storage, facility sanitation and safety. After the inspector confirms the establishment is currently selling tobacco products, he will proceed with the tobacco compliance requirements. The requirements include the posted tobacco sign which must be 93 ½ square inches in size, tobacco products in their original sealed packages, no illegal underage tobacco sales to youth, and vending machines that are supervised or locked.

At the time of the initial inspection, the inspectors discuss tobacco laws with the manager/owner. A tobacco sign is given to the store manager and the sign requirements are explained. The sign must be posted at the point of sale and state the following. STATE LAW STRICTLY PROHIBITS THE SALE OF TOBACCO PRODUCTS OR SMOKING PARAPHERNALIA TO PERSONS UNDER THE AGE OF EIGHTEEN (18) YEARS. PROOF OF AGE MAY BE REQUIRED.

New businesses are required to be inspected and permitted before the establishment opens if they plan to sell perishable goods. Any violations are noted on the inspection sheet and required corrections are reviewed. Any tobacco product for retail sale not in its original sealed package will be removed immediately. If the store continues to have repeat violations, civil penalties will be enforced against the store.

Toll-free Complaint Line: The Tennessee Department of Agriculture provides a toll-free number (1-800-628-2631) for consumers to report establishments selling tobacco products to underage individuals and/or selling single cigarettes. Upon receiving a complaint, a request is given to the tobacco inspector to conduct a tobacco compliance check. If the complaint was for selling loose cigarettes, the youth will attempt to purchase a single cigarette.

Subsequently, a letter discussing the nature of the complaint will be sent to the retailer. Included with this letter will be a copy of the Tennessee Prevention of Youth Access to Tobacco and Vapor Products Law, a Tobacco Sign and a letter

stating the requirements for posting this sign. Also included is a Tennessee Retailer's Education Guide.

SYNAR SURVEY METHODS AND RESULTS

The following questions pertain to the survey methodology and results of the Synar survey used by the state to meet the requirements of the Synar Regulation in FFY 2019 (*see 42 U.S.C. 300x-26 and 45 C.F.R. 96.130*).

6. Has the sampling methodology changed from the previous year?

☐ Yes ☒ No

The state is required to have an approved up-to-date description of the Synar sampling methodology on file with CSAP. Please submit a copy of your Synar Survey Sampling Methodology (Appendix B). If the sampling methodology changed from the previous reporting year, these changes must be reflected in the methodology submitted.

a. If yes, describe how and when this change was communicated to SAMHSA

7. Please answer the following questions regarding the state's annual random, unannounced inspections of tobacco outlets (*see 45 C.F.R. 96.130(d)(2)*).

a. Did the state use the optional Synar Survey Estimation System (SSES) to analyze the Synar survey data?

☒ Yes ☐ No

If Yes, upload a copy of SSES tables 1–8 (in Excel) to WebBGAS. Then go to Question 8. If No, continue to Question 7b.

b. Report the weighted and unweighted Retailer Violation Rate (RVR) estimates, the standard error, accuracy rate (number of eligible outlets divided by the total number of sampled outlets), and completion rate (number of eligible outlets inspected divided by the total number of eligible outlets).

Unweighted RVR 5.2%

Weighted RVR 4.7%

Standard error (s.e.) of the (weighted) RVR 1.2%

Fill in the blanks to calculate the right limit of the right-sided 95% confidence interval.

	+	(1.645	×)	=	
RVR Estimate	plus	(1.645	times	Standard Error)	equals	Right Limit
Accuracy rate						<u>98.1%</u>
Completion rate						<u>100.00%</u>
—						

c. **Fill out Form 1 (See Appendix A: Forms 1–5 Templates).** *(Required regardless of the sample design.)*

d. **How were the (weighted) RVR estimate and its standard error obtained?**
(Check the one that applies.)

☐ Form 2 (Optional) (See Appendix A: Forms 1–5 Templates) *(Attach completed Form 2.)*

☐ Other *(Please specify. Provide formulas and calculations or attach and explain the program code and output with description of all variable names.)*

e. **If stratification was used, did any strata in the sample contain only one outlet or cluster this year?**

☐ Yes ☐ No ☐ No stratification

If Yes, explain how this situation was dealt with in variance estimation.

f. **Was a cluster sample design used?**

☐ Yes ☐ No

If Yes, fill out and attach Form 3 (See Appendix A: Forms 1–5 Templates), and answer the following question.

If No, go to Question 7g.

Were any certainty primary sampling units selected this year?

☐ Yes ☐ No

If Yes, explain how the certainty clusters were dealt with in variance estimation.

g. **Report the following outlet sample sizes for the Synar survey.**

	Sample Size
Effective sample size (sample size needed to meet the SAMHSA precision requirement assuming simple random sampling)	
Target sample size (the product of the effective sample size and the design effect)	

Original sample size (inflated sample size of the target sample to counter the sample attrition due to ineligibility and noncompletion)	
Eligible sample size (number of outlets found to be eligible in the sample)	
Final sample size (number of eligible outlets in the sample for which an inspection was completed)	

h. Fill out Form 4 (See Appendix A: Forms 1–5 Templates).

8. Did the state’s Synar survey use a list frame?

☒ Yes ☐ No

If Yes, answer the following questions about its coverage.

a. The calendar year of the latest Sampling frame coverage study: 2015

b. Percent coverage from the latest Sampling frame coverage study: 93.8 %

c. Was a new study conducted in this reporting period?

☐ Yes ☒ No

If Yes, please complete Appendix D (List Sampling Frame Coverage Study) and submit it with the Annual Synar Report.

d. The calendar year of the next coverage study planned: 2021

9. Has the Synar survey inspection protocol changed from the previous year?

☐ Yes ☒ No

The state is required to have an approved up-to-date description of the Synar inspection protocol on file with CSAP. Please submit a copy of your Synar Survey Inspection Protocol (Appendix C). If the inspection protocol changed from the previous year, these changes must be reflected in the protocol submitted.

a. If Yes, describe how and when this change was communicated to SAMHSA

b. Provide the inspection period: From 03/03/2020 **to** 08/31/2020
MM/DD/YY MM/DD/YY

c. Provide the number of youth inspectors used in the current inspection year:

NOTE: If the state uses SSES, please ensure that the number reported in 9c matches that reported in SSES Table 4, or explain any difference.

d. Fill out and attach Form 5 in Appendix A (Forms 1–5). (Not required if the state used SSES to analyze the Synar survey data.)

SECTION II: FFY 2020 (Intended Use):

Public Law 42 U.S.C. 300x-26 of the Public Health Service Act and 45 C.F.R. 96.130 (e) (4, 5) require that the states provide information on future plans to ensure compliance with the Synar requirements to reduce youth tobacco access.

1. In the upcoming year, does the state anticipate any changes in:

Synar sampling methodology ☐ Yes ☒ No

Synar inspection protocol ☐ Yes ☒ No

If changes are made in either the Synar sampling methodology or the Synar inspection protocol, the state is required to obtain approval from CSAP prior to implementation of the change and file an updated Synar Survey Sampling Methodology (Appendix B) or an updated Synar Survey Inspection Protocol (Appendix C), as appropriate.

2. Please describe the state's plans to maintain and/or reduce the target rate for Synar inspections to be completed in FFY 2020. Include a brief description of plans for law enforcement efforts to enforce youth tobacco access laws, activities that support law enforcement efforts to enforce youth tobacco access laws, and any anticipated changes in youth tobacco access legislation or regulation in the state.

TDMHSAS contracts with community coalitions. Each coalition is required to develop a comprehensive community prevention plan related to youth tobacco prevention. Coalitions have developed strategies that best meet the unique needs in their community based on a thorough assessment. Strategies adopted by coalitions involve law enforcement, retail outlets, and parents to reduce both retail and social access to tobacco products. Implementation of rewards and reminder strategies, health fact information dissemination, media campaigns and "lock/ secure your tobacco" products are just a few examples of community-based efforts.

The Tennessee Department of Agriculture, Consumer and Industry Services, Food & Dairy Section, is committed to reducing the accessibility of tobacco products to minors by continuously educating the store managers of the requirements of the tobacco laws, and ensuring they're implemented. Inspectors will inform retailers of any changes in the laws and will advise merchants to implement these changes. We will continue to ensure tobacco products are sold in their original packages and verify proper tobacco signage. Civil penalties will be enforced for repeat violators.

The TDA, Food & Dairy Section plans to continue enforcing the Prevention of Youth Access to Tobacco laws by conducting tobacco inspections throughout next year. Establishments that are non-compliant will be inspected more frequently until they are in compliance. Retailers will receive an outcome letter with the inspection results. The outcome letters address the youth access tobacco laws and the civil penalties that may be imposed by the Department of Agriculture for repeat violators. Enforcement strategies that incorporate year-round inspections, re-inspections for violators, aggressive assessment of penalties, and merchant education will help deter potential violators. Establishments in violation during the Synar survey are currently being inspected in our tobacco enforcement program. Violators will be held accountable for their actions. TDA's toll-free telephone number will continue to be available to consumers so they may report establishments sell tobacco to minors and/or selling single cigarettes.

3. Describe any challenges the state faces in complying with the Synar regulation.

(Check all that apply and describe each challenge in the text box below it.)

- ☐ a. Limited resources for law enforcement of youth access laws

- ☐ b. Limited resources for activities to support enforcement and compliance with youth tobacco access laws

- ☐ c. Limitations in the state youth tobacco access laws

- ☐ d. Limited public support for enforcement of youth tobacco access laws

- ☒ e. Limitations on completeness/accuracy of list of tobacco outlets

The Department of Agriculture deals with these challenges since it is not the licensing department for tobacco sells. There are many small tobacco/vape outlets who are not licensed by the Food & Dairy Division or the Weights & Measure Division, by not selling food or gas. Most non-licensed outlets are placed in our system while inspectors are out in route to another inspection. Meaning many of Tennessee's tobacco outlets are not accounted for but we are working tirelessly with our inspectors to document any new stores that open and input those into our system for inspections. At this time, no assistance is needed.

- ☐ f. Limited expertise in survey methodology

- ☐ g. Laws/regulations limiting the use of minors in tobacco inspections

- ☒ h. Difficulties recruiting youth inspectors

The Department of Agriculture deals with challenges this year on the recruitment of youth inspectors because of the Covid-19 pandemic placing a hiring freeze in our state. Along with the hiring freeze, many parents have hesitated to allow their children (our youth inspectors) to work. We are sending any new hires up the chain of command for approval. At this time, no assistance is needed.

- ☐ i. Issues regarding the balance of inspections conducted by youth inspectors age 15 and under

- ☒ j. Issues regarding the balance of inspections conducted by one gender of youth

inspectors

The Department of Agriculture deals with challenges regarding the age and gender balances of the youth inspectors. We will continue to attempt to hire additional youth to address this challenge and look for new resources for youth availability in our program. At this time, no technical assistance is needed.

- ☐ k. Geographic, demographic, and logistical considerations in conducting inspections

- ☐ l. Cultural factors (e.g., language barriers, young people purchasing for their elders)

- ☐ m. Issues regarding sources of tobacco under tribal jurisdiction

- ☒ n. Other challenges (*Please list.*) Covid-19 Pandemic

The Department of Agriculture has faced many challenges with the Covid-19 Pandemic. The statewide quarantine closed many outlets across the state and halting inspections for a period. Many counties were slow in the reopening process some still not reopening entirely. Once they re-opened our inspections had to take into consideration the safety of Tennessean's and of our inspectors. PPE was not readily available when inspections could resume which caused further delay. As mentioned before, the pandemic among other things caused a hiring freeze for our state which impacted our hiring of youth inspectors and tobacco inspectors. We continue to navigate these challenges carefully and at this time no technical assistance is needed.

APPENDIX A: FORMS 1–5 TEMPLATES

FORM 1 (Required for all states not using the Synar Survey Estimation System (SSES) to analyze the Synar Survey data)

Complete Form 1 in **Excel** to report sampling frame and sample information and to calculate the unweighted retailer violation rate (RVR) using results from the current year’s Synar survey inspections.

Instructions for Completing Form 1: In the top right-hand corner of the **Excel** form, provide the state name and reporting federal fiscal year (FFY 2020). Provide the remaining information by stratum if stratification was used. Make copies of the form if additional rows are needed to list all the strata.

Column 1: *If stratification was used:*

1(a) Sequentially number each row.

1(b) Write in the name of each stratum. All strata in the state must be listed.

If no stratification was used:

1(a) Leave blank.

1(b) Write “state” in the first row (indicates that the whole state is a single stratum).

Note for unstratified samples: For Columns 2–5, wherever the instruction refers to “each stratum,” report the specified information for the state as a whole.

Column 2: 2(a) Report the number of over-the-counter (OTC) outlets in the sampling frame in each stratum.
2(b) Report the number of vending machine (VM) outlets in the sampling frame in each stratum.
2(c) Report the combined total of OTC and VM outlets in the sampling frame in each stratum.

Column 3: 3(a) Report the estimated number of eligible OTC outlets in the OTC outlet population in each stratum.
3(b) Report the estimated number of eligible VM outlets in the VM outlet population in each stratum.
3(c) Report the combined total estimated number of eligible OTC and VM outlets in the total outlet population in each stratum.

The estimates for Column 3 can be obtained from the Synar survey sample as the weighted sum of eligible outlets by outlet type.

Column 4: 4(a) Report the number of eligible OTC outlets for which an inspection was completed, for each stratum.
4(b) Report the numbers of eligible VM outlets for which an inspection was completed, for each stratum.
4(c) Report the combined total of eligible OTC and VM outlets for which an inspection was completed, for each stratum.

Column 5: 5(a) Report the number of OTC outlets found in violation of the law as a result of completed inspections, for each stratum.
5(b) Report the number of VM outlets found in violation of the law as a result of completed inspections, for each stratum.
5(c) Report the combined total of OTC and VM outlets found in violation of the law as a result of completed inspections, for each stratum.

Totals: For each subcolumn (a–c) in Columns 2–5, provide totals for the state as a whole in the last row of the table. These numbers will be the sum of the numbers in each row for the respective column.

FORM 1 (Required for all states not using the Synar Survey Estimation System [SSES] to analyze the Synar Survey data.)

[illegible]

RECORD COLUMN TOTALS ON LAST LINE (LAST PAGE ONLY IF MULTIPLE PAGES ARE NEEDED).

FORM 2 (Optional)**Appropriate for stratified simple or systematic random sampling designs.**

Complete Form 2 in **Excel** to calculate the weighted RVR. This table (in Excel form) is designed to calculate the weighted RVR for stratified simple or systematic random sampling designs, accounting for ineligible outlets and noncomplete inspections encountered during the annual Synar survey.

Instructions for Completing Form 2: In the top right-hand corner of the **Excel** form, provide the state name and reporting federal fiscal year (FFY 2020).

- Column 1: Write in the name of each stratum into which the sample was divided. These should match the strata reported in Column 1(b) of Form 1.
- Column 2: Report the number of outlets in the sampling frame in each stratum. These numbers should match the numbers reported for the respective strata in Column 2(c) of Form 1.
- Column 3: Report the original sample size (the number of outlets originally selected, *including* substitutes or replacements) for each stratum.
- Column 4: Report the number of sample outlets in each stratum that were found to be eligible during the inspections. Note that this number must be less than or equal to the number reported in Column 3 for the respective strata.
- Column 5: Report the number of eligible outlets in each stratum for which an inspection was completed. Note that this number must be less than or equal to the number reported in Column 4. These numbers should match the numbers reported in Column 4(c) of Form 1 for the respective strata.
- Column 6: Report the number of eligible outlets inspected in each stratum that were found in violation. These numbers should match the numbers reported in Column 5(c) of Form 1 for the stratum.
- Column 7: Form 2 (in Excel form) will automatically calculate the stratum RVR for each stratum in this column. This is calculated by dividing the number of inspected eligible outlets found in violation (Column 6) by the number of inspected eligible outlets (Column 5). The state unweighted RVR will be shown in the Total row of Column 7.
- Column 8: Form 2 (in Excel form) will automatically calculate the estimated number of eligible outlets in the population for each stratum. This calculation is made by multiplying the number of outlets in the sampling frame (Column 2) times the number of eligible outlets (Column 4) divided by the original sample size (Column 3). Note that these numbers will be less than or equal to the numbers in Column 2.
- Column 9: Form 2 (in Excel form) will automatically calculate the relative stratum weight by dividing the estimated number of eligible outlets in the population for each stratum in Column 8 by the Total of the values in Column 8.
- Column 10: Form 2 (in Excel form) will automatically calculate each stratum's contribution to the state weighted RVR by multiplying the stratum RVR (Column 7) by the relative stratum weight (Column 9). The weighted RVR for the state will be shown in the Total row of Column 10.
- Column 11: Form 2 (in Excel form) automatically calculates the standard error of each stratum's RVR (Column 7). The standard error for the state weighted RVR will be shown in the Total row of Column 11.
- TOTAL:** For Columns 2–6, Form 2 (in Excel form) provides totals for the state as a whole in the last row of the table. For Columns 7–11, it calculates the respective statistic for the state as a whole.

FORM 2 (Optional) Appropriate for stratified simple or systematic random sampling designs.

Calculation of Weighted Retailer Violation Rate										
										State: _____
										FFY: 2020
(1) Stratum Name	(2) N Number of Outlets in Sampling Frame	(3) n Original Sample Size	(4) n1 Number of Sample Outlets Found Eligible	(5) n2 Number of Outlets Inspected	(6) x Number of Outlets Found in Violation	(7) p=x/n2 Stratum Retailer Violation Rate	(8) N'=N(n1/n) Estimated Number of Eligible Outlets in Population	(9) w=N'/Total Column 8 Relative Stratum Weight	(10) pw Stratum Contribution to State Weighted RVR	(11) s.e. Standard Error of Stratum RVR
Total										

- N - number of outlets in sampling frame
 n - original sample size (number of outlets in the original sample)
 n1 - number of sample outlets that were found to be eligible
 n2 - number of eligible outlets that were inspected
 x - number of inspected outlets that were found in violation
 p - stratum retailer violation rate ($p=x/n2$)
 N' - estimated number of eligible outlets in population ($N'=N*n1/n$)
 w - relative stratum weight ($w=N'/\text{Total Column 8}$)
 pw - stratum contribution to the weighted RVR
 s.e. - standard error of the stratum RVR

FORM 3 (Required when a cluster design is used for all states not using the Synar Survey Estimation System [SSES] to analyze the Synar survey data.)

Complete Form 3 in **Excel** to report information about primary sampling units when a cluster design was used for the Synar survey.

Instructions for Completing Form 3: In the top right-hand corner of the **Excel** form, provide the state name and reporting federal fiscal year (FFY 2020).

Provide information by stratum if stratification was used. Make copies of the form if additional rows are needed to list all the strata.

Column 1: Sequentially number each row.

Column 2: *If stratification was used:* Write in the name of stratum. All strata in the state must be listed.

If no stratification was used: Write “state” in the first row to indicate that the whole state constitutes a single stratum.

Column 3: Report the number of primary sampling units (PSUs) (i.e., first-stage clusters) created for each stratum.

Column 4: Report the number of PSUs selected in the original sample for each stratum.

Column 5: Report the number of PSUs in the final sample for each stratum.

TOTALS: For Columns 3–5, provide totals for the state as a whole in the last row of the table.

Summary of Clusters Created and Sampled				
State: _____				
FFY: 2020				
(1) Row #	(2) Stratum Name	(3) Number of PSUs Created	(4) Number of PSUs Selected	(5) Number of PSUs in the Final Sample
Total				

FORM 4 (Required for all states not using the Synar Survey Estimation System [SSES] to analyze the Synar Survey data)

Complete Form 4 in **Excel** to provide detailed tallies of ineligible sample outlets by reasons for ineligibility and detailed tallies of eligible sample outlets with noncomplete inspections by reasons for noncompletion.

Instructions for Completing Form 4: In the top right-hand corner of the **Excel** form, provide the state name and reporting federal fiscal year (FFY 2020).

Column 1(a): Enter the number of sample outlets found ineligible for inspection by reason for ineligibility. Provide the total number of ineligible outlets in the row marked “Total.”

Column 2(a): Enter the number of eligible sample outlets with noncomplete inspections by reason for noncompletion. Provide the total number of eligible outlets with noncomplete inspections in the row marked “Total.”

Inspection Tallies by Reason of Ineligibility or Noncompletion			
		State: _____	
		FFY: 2020 _____	
(1) INELIGIBLE		(2) ELIGIBLE	
Reason for Ineligibility	(a) Counts	Reason for Noncompletion	(a) Counts
Out of business		In operation but closed at time of visit	
Does not sell tobacco products		Unsafe to access	
Inaccessible by youth		Presence of police	
Private club or private residence		Youth inspector knows salesperson	
Temporary closure		Moved to new location	
Unlocatable		Drive-thru only/youth inspector has no driver's license	
Wholesale only/Carton sale only		Tobacco out of stock	
Vending machine broken		Ran out of time	
Duplicate		Other noncompletion reason(s) (<i>Describe.</i>)	
Other ineligibility reason(s) (<i>Describe.</i>)			
Total		Total	

FORM 5 (Required for all states not using the Synar Survey Estimation System [SSES] to analyze the Synar survey data)

Complete Form 5 in **Excel** to show the distribution of outlet inspection results by age and gender of the youth inspectors.

Instructions for Completing Form 5: In the top right-hand corner of the **Excel** form, provide the state name and reporting federal fiscal year (FFY 2020).

Column 1: Enter the number of attempted buys by youth inspector age and gender.

Column 2: Enter the number of successful buys by youth inspector age and gender.

If the inspectors are age eligible but the gender of the inspector is unknown, include those inspections in the “Other” row. Calculate subtotals for males and females in rows marked “Male Subtotal” and “Female Subtotal.” Sum subtotals for Male, Female, and Other and record in the bottom row marked “Total.” Verify that the total of attempted buys and successful buys equals the total for Column 4(c) and Column 5(c), respectively, on Form 1. If the totals do not match, please explain any discrepancies.

Synar Survey Inspector Characteristics		
State: <u>TN</u>		
FFY: <u>2020</u>		
	(1) Attempted Buys	(2) Successful Buys
Male		
15 years		
16 years		
17 years		
18 years		
19 years		
20 years		
Male Subtotal		
Female		
15 years		
16 years		
17 years		
18 years		
19 years		
20 years		
Female Subtotal		
Other		
Total		

APPENDIXES B & C: FORMS

Instructions

Appendix B (Sampling Design) and Appendix C (Inspection Protocol) are to reflect the state's CSAP-approved sampling design and inspection protocol. These appendixes, therefore, should generally describe the design and protocol and, with the exception of Question #10 of Appendix B, are not to be modified with year-specific information. Please note that any changes to either appendix must receive CSAP's advance, written approval. To facilitate the state's completion of this section, simply cut and paste the previously approved sampling design (Appendix B) and inspection protocol (Appendix C) and respond to Question #10 of Appendix B to provide the requested information about sample size calculations for the Synar survey conducted in FFY 2019.

APPENDIX B: SYNAR SURVEY SAMPLING METHODOLOGY

State: TN
FFY: 2021

1. What type of sampling frame is used?

- ☒ List frame (*Go to Question 2.*)
☐ Area frame (*Go to Question 3.*)
☐ List-assisted area frame (*Go to Question 2.*)

2. List all sources of the list frame. Indicate the type of source from the list below. Provide a brief description of the frame source. Explain how the lists are updated (method), including how new outlets are identified and added to the frame. In addition, explain how often the lists are updated (cycle). (*After completing this question, go to Question 4.*)

Use the corresponding number to indicate Type of Source in the table below.

- | | |
|---|--|
| 1 – Statewide commercial business list | 4 – Statewide retail license/permit list |
| 2 – Local commercial business list | 5 – Statewide liquor license/permit list |
| 3 – Statewide tobacco license/permit list | 6 – Other |

Name of Frame Source	Type of Source	Description	Updating Method and Cycle
HealthSpace USA	4	<p>The TN Department of Agriculture (TDA) utilizes the AGILE application in Health/Space USA Inc. The Retail Food Store Inspectors capture information during inspections of establishments that sell tobacco products and are accessible to minors. This includes nationally owned convenience stores, grocery claims, locally owned stores and tobacco shops.</p> <p>The TN Department of Health (TDH) environmental inspect restaurants, hotels, bowling alleys and game rooms. TDA request a list from TDH of establishments that sell tobacco products and are accessible to minors. This information is added to HealthSpace.</p>	<p>TDA inspectors routinely inspect establishments once or twice yearly and the system is updated. New business are added at the time an owner notifies our department to apply for a Retail Food Store permit.</p> <p>TDH environmentalist provide a yearly list of establishments that sell tobacco and are accessible to minors. The information is entered into HealthSpace. Our Tobacco Compliance Inspectors conduct state tobacco inspections yearly by county using a county list. Most TDH and TDA establishments missing from the list are inspected and added to HealthSpace as needed.</p>

3. If an area frame is used, describe how area sampling units are defined and formed.

a. Is any area left out in the formation of the area frame?

☐ Yes ☐ No

If Yes, what percentage of the state's population is not covered by the area frame?

_____%

4. Federal regulation requires that vending machines be inspected as part of the Synar survey. Are vending machines included in the Synar survey?

☒ Yes ☐ No

If No, please indicate the reason(s) they are not included in the Synar survey. Please check all that apply.

- ☐ State law bans vending machines.
- ☒ State law bans vending machines from locations accessible to youth.
- ☐ State has a contract with the FDA and is actively enforcing the vending machine requirements of the Family Smoking Prevention and Tobacco Control Act.
- ☐ Other (Please describe.) _____

If Yes, please indicate how likely it is that vending machines will be sampled.

- ☐ Vending machines are sampled separately to ensure vending machines are included in the sample
- ☒ Vending machines are sampled together with over the counter outlets, so it is possible that no vending machines were sampled, however they are included in the sampling frame and have a non-zero probability of selection
- ☐ Other reasons (Please describe.) _____

5. Which category below best describes the sample design? (Check only one.)

☐ **Census** (STOP HERE: Appendix B is complete.)

Unstratified statewide sample:

- ☐ Simple random sample (Go to Question 9.)
- ☐ Systematic random sample (Go to Question 6.)
- ☐ Single-stage cluster sample (Go to Question 8.)
- ☐ Multistage cluster sample (Go to Question 8.)

Stratified sample:

- ☒ Simple random sample (Go to Question 7.)
- ☐ Systematic random sample (Go to Question 6.)
- ☐ Single-stage cluster sample (Go to Question 7.)
- ☐ Multistage cluster sample (Go to Question 7.)
- ☐ **Other** (Please describe and go to Question 9.) _____ n

6. **Describe the systematic sampling methods.** (After completing Question 6, go to Question 7 if stratification is used. Otherwise go to Question 9.)

7. **Provide the following information about stratification.**

- a. **Provide a full description of the strata that are created.**

Simple random sampling for over-the-counter establishments is used to draw Tennessee's Synar sample. Sampling is done within stratum, which ensures adequate geographic representation of the State's tobacco outlets. Establishments within stratum are put in order by establishment, and then by zip code.

With Covid-19 this year, enumerators could not be hired for field work. However, data is available from the Tennessee Department of Agriculture's (TDA) Consumer and Industry Services (CIS), Youth Tobacco Prevention Services. Tennessee was added to Synar because of this program. They were previously contracted through FDA. The Tennessee Department of Agriculture ended their contract with FDA and dedicated efforts to the Synar Program. A copy of TDA's CIS staff Standard Operating Procedures is attached for reference.

When examined, it was found that the strata in each region between the Tobacco Inspectors (CIS) and Health/Space USA, from which the sample is selected were very similar. The sample sizes uses them independently was the same. The strata and two sources follow.

Health/Space USA Universe		Inspector's Universe
301 (West TN)	799	816
302 (Middle TN)	2,061	2,052
305 (East TN)	2,105	2,197
309 (Shelby County)	923	921
310 (Davidson County)	579	631
311 (Knox County)	367	375
Totals	6,834	6,992

The Inspector's Universe was used for sample selection and summary.

Excel's random number generator was used to assign random establishment within stratum.

Six (6) over-the-counter stratum are created representing West, Middle, East, Davidson, Knox and Shelby Counties contain the major metropolitan cites of Nashville, Knoxville and Memphis, respectively.

- b. **Is clustering used within the stratified sample?**

☐ **Yes** (Go to Question 8.)

☒ **No** (Go to Question 9.)

8. Provide the following information about clustering.

- a. Provide a full description of how clusters are formed.** (If multistage clusters are used, give definitions of clusters at each stage.)

- b. Specify the sampling method (simple random, systematic, or probability proportional to size sampling) for each stage of sampling and describe how the method(s) is (are) implemented.**

9. Provide the following information about determining the Synar Sample.

- a. Was the Synar Survey Estimation System (SSES) used to calculate the sample size?**

☒ **Yes** (Respond to part b.)

☐ **No** (Respond to part c and Question 10c.)

- b. SSES Sample Size Calculator used?**

☐ **State Level** (Respond to Question 10a.)

☒ **Stratum Level** (Respond to Question 10a and 10b.)

- c. Provide the formulas for determining the effective, target, and original outlet sample sizes.**

The Synar sample size is calculated assuming a 50 percent noncompliance rate in an effort to provide a safety margin in the sample size.

The formula follows:

$$n_e = \frac{1}{\left(\frac{(0.0182)^2}{P(1-P)} + \frac{1}{N}\right)}$$

Where P is an assured RVR of 50 % and N is the total number of outlets in the sampling frame.

The target sample size is determined by multiplying the effective sample size by the design effect from the previous year's survey ($n_t = dn_e$).

The original sample size is determined by inflating the target sample size by the expected eligibility rate (r_l) and the expected completion rate (r_c), where then, is the eligibility (also known as accuracy) rate from the previous year's survey and is the completion rate from the previous year's survey. The original sample size can be written as:

$$n_o = \frac{n_t}{r_l r_c}$$

These calculations are used to determine the State 's (Tennessee's) six (6) over – the counter strata sample sizes.

10. Provide the following information about sample size calculations for the Synar survey conducted in FFY 2020-2021. (Crosses federal fiscal years.)

- a. If the state uses the sample size formulas embedded in the SSES Sample Size Calculator to calculate the state level sample size, please provide the following information:**

Inputs for Effective Sample Size:

RVR: 50%

Frame Size: 6992

Input for Target Sample Size:

Design Effect: 1.0

Inputs for Original Sample Size:

Safety Margin: 50

Accuracy (Eligibility) Rate: 96.4

Completion Rate: 99.3%

- b. If the state uses the sample size formulas embedded in the SSES Sample Size Calculator to calculate the stratum level sample sizes, please provide the stratum level information:**

Stratum 301- 816 (West TN)

Stratum 302 – 2,052 (Middle TN)

Stratum 305 – 2,197 (East TN)

Stratum 309 – 921 (Shelby County – Contains Memphis)

Stratum 310 – 631 (Davidson County – Contains Nashville)

Stratum 311 – 375(Knox County – Contains Knoxville)

- c. If the state does not use the sample size formulas embedded in the SSES Sample Size Calculator, please provide all inputs required to calculate the effective, target, and original sample sizes as indicated in Question 9.**

APPENDIX C: SYNAR SURVEY INSPECTION PROTOCOL SUMMARY

State: TN
FFY: 2020

Note: Upload to WebBGAS a copy of the Synar inspection form under the heading "Synar Inspection Form" and a copy of the protocol used to train inspection teams on conducting and reporting the results of the Synar inspections under the heading "Synar Inspection Protocol."

1. How does the state Synar survey protocol address the following?

a. Consummated buy attempts?

- ☐ Required
☐ Permitted under specified circumstances (Describe: _____)
☒ Not permitted

b. Youth inspectors to carry ID?

- ☐ Required
☐ Permitted under specified circumstances (Describe: _____)
☒ Not permitted

c. Adult inspectors to enter the outlet?

- ☒ Required
☐ Permitted under specified circumstances (Describe: _____)
☐ Not permitted

d. Youth inspectors to be compensated?

- ☒ Required
☐ Permitted under specified circumstances (Describe: _____)
☐ Not permitted

2. Identify the agency(ies) or entity(ies) that actually conduct the random, unannounced Synar inspections of tobacco outlets. (Check all that apply.)

- ☐ Law enforcement agency(ies)
☒ State or local government agency(ies) other than law enforcement
☐ Private contractor(s)
☐ Other

List the agency name(s): Tennessee Department of Agriculture

3. Are Synar inspections combined with law enforcement efforts (i.e., do law enforcement representatives issue warnings or citations to retailers found in violation of the law at the time of the inspection)?

☐ Always ☐ Usually ☐ Sometimes ☐ Rarely ☒ Never

4. Describe the type of tobacco products that are requested during Synar inspections.

- a. What type of tobacco products are requested during the inspection?

- ☒ Cigarettes
☐ Small Cigars
☒ Cigarillos
☒ Smokeless Tobacco
☐ Electronic Cigarettes/Electronic Nicotine Delivery Systems (ENDS)
☐ Other

- b. Describe the protocol for identifying what types of products and what brands of products are requested during an inspection.

During the annual Synar training, the inspectors are asked to discuss with their youth the type of tobacco product and the brand name of the product. During the youth training, the inspector and the minor will agree on the most popular type of tobacco product and brand name in their area. They request the same type of product and brand name, and also have a back-up plan in case the establishment does not have the specific product.

- 5a. Describe the methods used to recruit, select, and train adult supervisors.

All of our Synar inspectors currently conduct tobacco enforcement inspections year-round. They have been responsible for implementing the Synar program for the last four years. An annual inspector's statewide Synar training is held each spring presented by the Synar coordinator. Inspectors are given materials including a Synar Protocol, the random county list to be surveyed, an instructional guide and youth inspector's packets.

- 5b. Describe the methods used to recruit, select, and train youth inspectors.

After the adult inspectors are trained, they may recruit youths in their community to work with them or work with youth who are already assisting in the tobacco enforcement program. If necessary, the Synar coordinator has a list of contacts and will recruit the youth inspectors. During the youth training, the adult inspector explains the program to the youth and his parent and written parental consent is mandatory. A variety of scenarios are discussed to better prepare the youths for any questions they may be asked during the survey. Youth must answer truthfully and do not carry an ID with them. They are encouraged to keep the survey confidential. To ensure confidentiality of the minors, they're assigned a minor ID number for identification.

6. Are there specific legal or procedural requirements instituted by the state to address the issue of youth inspectors' immunity when conducting inspections?

- a. Legal

☒ Yes ☐ No

(If Yes, please describe.)

TCA § 39-17-1504

TCA § 39-17-1505

b. Procedural

☐ Yes ☒ No

(If Yes, please describe.)

7. Are there specific legal or procedural requirements instituted by the state to address the issue of the safety of youth inspectors during all aspects of the Synar inspection process?

a. Legal

☐ Yes ☒ No

(If Yes, please describe.)

b. Procedural

☒ Yes ☐ No

(If Yes, please describe.)

Inspectors are not required to conduct Synar or enforcement inspections in establishments that appear to be unsafe. During all inspections, adults are asked to enter the establishment a few seconds before the minor so they may view the surroundings. The inspector should terminate the inspection immediately if he believes the establishment poses a threat to himself and/or the minor.

8. Are there any other legal or procedural requirements the state has regarding how inspections are to be conducted (e.g., age of youth inspector, time of inspections, training that must occur)?

a. Legal

☒ Yes ☐ No

(If Yes, please describe.)

TCA, Section 50-5-109 states a birth certificate or other proof of age is required before any minor may be employed or continue to be employed. Chapter 5 Section 50-5-115 states a “minor must have a thirty *(30) minute unpaid break or meal period if scheduled to work six hours consecutively”.

TCA, Section 50-5-105 states a minor, “16 or 17 years of age enrolled in school, may not be employed during those hours when the minor is required to attend

classes and between the hours of ten p.m. and six a.m. Sunday through Thursday evenings preceding a school day”

b. Procedural

☒ **Yes** ☐ **No**

(If Yes, please describe.)

Minors must be between the ages of sixteen (16) and seventeen (17) years old to participate in the Synar Program. Inspectors are required to meet with the parent and child to discuss the Synar protocol and answer any questions. The parent is provided with a packet explaining the program. Copies of the minor’s social security card, birth certificate, and school record or driver’s license are required along with other documents including the written parental consent form.

APPENDIX D: LIST SAMPLING FRAME COVERAGE STUDY

(LIST FRAME ONLY)

State: TN
FFY: 2021

1. Calendar year of the coverage study: 2020

2. a. Unweighted percent coverage found:
 b. Weighted percent coverage found:
 c. Number of outlets found through canvassing:
 d. Number of outlets matched on the list frame:

3. a. Describe how areas were defined. (*e.g., census tracts, counties, etc.*)

b. Were any areas of the state excluded from sampling?

☐ Yes ☐ No

If Yes, please explain.

4. Please answer the following questions about the selection of canvassing areas.

a. Which category below best describes the sample design? (*Check only one.*)

☐ Census (*Go to Question 6.*)

Unstratified statewide sample:

☐ Simple random sample (*Respond to Part b.*)

☐ Systematic random sample (*Respond to Part b.*)

☐ Single-stage cluster sample (*Respond to Parts b and d.*)

☐ Multistage cluster sample (*Respond to Parts b and d.*)

Stratified sample:

☐ Simple random sample (*Respond to Parts b and c.*)

☐ Systematic random sample (*Respond to Parts b and c.*)

☐ Single-stage cluster sample (*Respond to Parts b, c, and d.*)

☐ Multistage cluster sample (*Respond to Parts b, c, and d.*)

☐ **Other** (*Please describe and respond to Part b.*) _____

b. Describe the sampling methods.

c. Provide a full description of the strata that were created.

d. Provide a full description of how clusters were formed.

5. Were borders of the selected areas clearly identified at the time of canvassing?

☐ Yes ☐ No

6. Were all sampled areas visited by canvassing teams?

☐ Yes (*Go to Question 7.*) ☐ No (*Respond to Parts a and b.*)

a. Was the subset of areas randomly chosen?

☐ Yes ☐ No

b. Describe how the subsample of visited areas was drawn. Include the number of areas sampled and the number of areas canvassed.

7. Were field observers provided with a detailed map of the canvassing areas?

☐ Yes ☐ No

If No, describe the canvassing instructions given to the field observers.

8. Were field observers instructed to find all outlets in the assigned area?

☐ Yes ☐ No

If No, respond to Question 9.

If Yes, describe any instructions given to the field observers to ensure the entire area was canvassed, then go to Question 10.

9. If a full canvassing was not conducted:

a. How many predetermined outlets were to be observed in each area? _____

b. What were the starting points for each area? _____

c. Were these starting points randomly chosen?

☐ Yes ☐ No

d. Describe the selection of the starting points.

e. Please describe the canvassing instructions given to the field observers, including predetermined routes.

10. Describe the process field observers used to determine if an outlet sold tobacco.

11. Please provide the state's definition of "matches" or "mismatches" to the Synar sampling frame? (e.g., address, business name, business license number)

12. Provide the calculation of the weighted percent coverage (if applicable).